



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF FIRE SERVICES
RICHARD W. MILLER
STATE FIRE MARSHAL

STEVE ARWOOD
DIRECTOR

MICHIGAN FIRE FIGHTERS TRAINING COUNCIL
3101 Technology Blvd., Suite H
Lansing, Michigan

REGULAR MEETING MINUTES

August 13, 2013
1:30 p.m.

MEMBERS PRESENT

Chairperson Timothy James, Michigan Association of Fire Chiefs
Brian Blomstrom, Michigan Fire Service Instructors Association
Aileen Pettinger, Michigan Professional Fire Fighter Union
Steve Richardson, Michigan State Firemen's Association
David Purchase, Michigan Municipal League/Michigan Townships Association
Chad Tackett, Michigan Association of Fire Chiefs
Richard Miller, State Fire Marshal, Council Member ex-Officio

MEMBERS ABSENT

None

BFS STAFF PRESENT

Joseph Grutza, FFTD, Manager
BreeAnn Hooker, Recording Secretary
Michael Deprez, Assistant to the State Fire Marshal
Paula Brzezinski, Curriculum Specialist

OTHERS IN ATTENDANCE

Raymond Wlosinski, Training Coordinator
Dennis Haisma, Grand Rapids Fire Department
Kevin Sehlmeier, Grand Rapids Fire Department
Patrick Nahgahgwon, Michigan Fire Service Instructors Association
Matthew Majestic, Oakland Community College,
John Hager, Michigan Fire Inspectors Society, President
Daniel Witwer, Grand Rapids Fire Department
Daniel Oberst, Lansing Fire Department
Orlando Gregory, Detroit Fire Department
James Edwards, Detroit Fire Department
Robert Stokes, Detroit Fire Department

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chairperson James called the meeting to order at 1:33 p.m. A quorum was determined present.

2. REVIEW AND APPROVAL OF AGENDA

A **MOTION** was made by Councilperson Blomstrom and seconded by Councilperson Richardson to approve the August 13, 2013 meeting agenda as submitted. **MOTION CARRIES.**

3. REVIEW AND APPROVAL OF MINUTES

A **MOTION** was made by Councilperson Pettinger and seconded by Councilperson Purchase to approve the regular meeting minutes with minor corrections on June 11, 2013. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Blomstrom and seconded by Councilperson Pettinger to approve the study session minutes on June 11, 2013. **MOTION CARRIES.**

4. INSTRUCTOR APPLICATIONS

Staff presented the following Instructor applications for the Council's consideration:

- (18) Certified Instructor I
- (13) Probationary Associate Instructors
- (0) Probationary Instructor I
- (4) Certified Associate Instructor

Francis Attig III is to be added to Probationary Associate Instructors list taking the total from 12 to 13.

A **MOTION** was made by Councilperson Richardson and seconded by Councilperson Pettinger to approve the instructor applications with the noted addition to the Probationary Associate Instructors. **MOTION CARRIES.**

5. DIRECTOR'S REPORT – Joseph Grutza

Communications portion in the future will be added to the initial Council packet.

Activities Report:

June 14, 2013	DTE Gas Emergency Training, Melvindale
June 15, 2013	Sanilac County Fire Training Academy Graduation, Sandusky
June 27, 28, 2013	Michigan State Firemen's Association Conference, Owosso

Instructor I Courses:

The third Instructor I course for 2013 is scheduled for September 16 - 20 at Schoolcraft Community College. The final Instructor I course is scheduled for November 1, 2, 3, 9, and 10, Kalamazoo Twp. Station 4.

Regional Training Center Report

Under the MFFTC regional training center policy, each RTC is required to submit an annual report to Council describing their fire training activity during the fiscal year. The report is required even if there is no activity during the fiscal year. All the RTC's have submitted their annual reports except Alpena Community College. A letter was sent from our office on July 25, 2013 notifying the Alpena Community College that their status as a MFFTC Regional Training Center has been revoked.

Training Coordinators

All of our Training Coordinators are fantastic and instrumental in representing the fire service and cannot be thanked enough. On a sad note, Ed Diem passed away recently after an extended illness. He was a shining example of what a training coordinator should strive to be. He will be missed greatly. Another outstanding TC, Connie Daniels is resigning. After a car accident 2 years ago, she has come to understand her strength and limitations as an individual. It is with great sadness that she feels her limitations eventually will cause difficulties in her performance as a Training Coordinator. Her courageous effort to come back and serve us for two years after her devastating accident was inspiring to all who know her.

As a result, the Fire Fighter Training Division has 2 vacancies to fill and an announcement will be released in the near future for interviews.

6. STATE FIRE MARSHAL'S REPORT – Richard Miller

Congratulations to Timothy James as being appointed as the new Chairperson

Monroe FF I and II Investigative Report

A letter was received from Jones & Bartlett Learning LLC, for possible cheating and compromise of Bureau policy and procedures during a FFI and II course and test. Based upon the investigation, no violations of policies or procedures of our office were found. The test bank questions were not the questions used by the State of Michigan, Bureau of Fire Services, Fire Fighter Training Division.

Policy on Line of Duty Deaths

Fire Marshal has worked with the state's executive office and there is now a procedure in place to have flags lowered to half staff for 24 hours following a line of duty death.

Audit

The auditors will be submitting a report at the end of September to Fire Marshal Miller with a request for response.

Teleconference

There are now 3 teleconference phones in our office for communications within our office. The intent is to move forward to build a relationship with fire departments throughout the state.

SAFER

This group continually meets; there have been a couple of recommendations that have been submitted to the Governors office, hoping for another substantial recommendation to be submitted in the near future.

MABAS

A tabletop exercise is scheduled for September 15, 2013 in Novi.

Above Ground/Underground Storage Tank Program

Still in the process to accomplish the goals we have for this group. The Bureau is in the process to mirror the Tank program with the Inspector program, having the Hazardous Materials Storage Inspectors to work out of their homes and eliminating regional offices.

State Fire Safety Board

Richard (Dick) Prestage has been the longest servicing chair for this Board whose term is expiring and is being replaced by Les Rodwell. There is 1 appeal pending for a school that will be addressed at the upcoming meeting.

Software

The Bureau is beginning the process to get on one software system Bureau-wide.

Fireworks

The Bureau was able to allow citations to be issued this year. 93 violations were cited totaling \$102,400.00. Of those citations written we've received \$58,600.00 in paid citation fees. While 29 unpaid citation fees total \$43,800.00. Numerous vendors have found some loopholes to avoid payments of fees, but we are working to close those loopholes.

7. OLD BUSINESS

Mandatory Implementation of Everyone Goes Home – Councilperson Pettinger

Councilperson Pettinger requested to withdraw her **MOTION** for the mandatory implementation of the Everyone Goes Home program into the Fire Fighter I curriculum due to its recent implementation in the General Rule set.

Funding for Live Burn Training – Councilperson Pettinger

A **MOTION** was made by Councilperson Pettinger to table this **MOTION** until the October 25, 2013 meeting to conduct more research and was seconded by Councilperson Purchase. **MOTION CARRIES.**

8. NEW BUSINESS

Submission of Rules

A **MOTION** was made by Councilperson Purchase to recommend that the draft of the general rules of Public ACT 291 move forward with the corrections as discussed in the morning work session on this date, seconded by Councilperson Blomstrom. **MOTION CARRIES.**

MFFTC Fireworks Safety Fees Budget Approval – Councilperson Purchase

Councilperson Purchase discussed the views of the MFFTC appropriations committee and Council's discussion at the earlier study session. Necessary expenditures for use of the fireworks safety fund were identified resulting in the following proposed budget:

\$477,250 Level I Basic Training (includes Fire Fighter I, II, I/II, Drivers Training, HazMat Operations and NIMS).

\$30,000 Fireworks training

\$100,000 Staffing

\$332,000 Officer training (includes Company Officer and requirements)

\$60,750 Elective training

Each county will receive a minimum of \$12,500. The county allotment is to be divided by population and size, so some counties may receive slightly more. One of the priorities discussed was improvement in the Information Management System. A FEMA grant of up to \$500,000 was identified, which if eligible, could be put toward upgrading that system. The grant requires a 15% match therefore Council agreed to allocate \$75,000 of the fireworks safety fund for that purpose.

Councilperson James recommended that there should be a commitment by the Bureau to appoint a program manager, full-time for NFIRS. The training portion is a smaller component, though additional NFIRS training around the state, both initial and refresher training is important.

It was requested that we set up a meeting to see what avenues we need to take for IFSAC accreditation for the certificates that we issue.

The most beneficial part of the fireworks safety fund is that unused allotments are rolled over year to year. The intent is to spend the county allotment first, considering those funds do not roll over. It was also determined the rate for course reimbursement has not changed in over 20 years. Readjustment to the minimum course reimbursement fee was found to be necessary.

A **MOTION** was made by Councilperson Tackett to change the course reimbursement amount from \$25 to \$45 per course hour seconded by Councilperson Richardson. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Purchase that council set the initial budget for county level training for the Fireworks Safety Fund at \$477,250 for the basic training category, \$332,000 for fire officer training and the balance to be set aside at the discretion of Council, seconded by Councilperson Blomstrom. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Blomstrom, to approve the allocation of \$75,000 out of the remaining balance of the Fireworks Safety Fund for the sole purpose of using toward the federal government grant to upgrade the current IMS system, seconded by Councilperson Pettinger. **MOTION CARRIES.**

Councilperson Pettinger clarified that if the grant request is unsuccessful, the \$75,000 will be returned to the firework safety fund.

Election of Vice Chairperson

Councilperson Richardson nominated Councilperson Purchase for Vice chairperson. Councilperson Blomstrom moved to close the nominations.

A **MOTION** was made by Councilperson Richardson to nominate Councilperson Purchase for Vice Chairperson of the Michigan Fire Fighters Training Council, seconded by Councilperson Tackett. **MOTION CARRIES.**

9. PUBLIC COMMENT

President John Hager of the Michigan Fire Inspectors Society would like to work with the State of Michigan to reinstate the Safe at Home program. The Society offered to assist the Bureau in any way. The Council expressed the need for projected fees or costs of the program and a plan for implementation.

Matthew Majestic, stated that last month at the Oakland County Chiefs meeting, the Oakland County Training Chair stepped down and Matthew is now filling that role.

Kevin Sehlmeier is glad to see Everyone Goes Home implemented in the Act 291 rules update. With the goal of implementing this program by the first of the year, he would like to make the Council aware that he is running numerous train-the-trainers and is willing to travel to assist in the implementation of this program. Live fire training is available the 13th, 14th and 15th of September in Grand Rapids.

Dennis Haisma introduces Dan Witwer as the new training lieutenant. Live fire training and safety is the #1 goal. He brought with him the registration fliers for the live fire training being offered in Grand Rapids.

10. COUNCIL COMMENT

Councilperson Purchase thanks his colleagues for confidence in nomination of vice chair. Gives credit to Aileen Pettinger and Kevin Sehlmeier in their efforts towards the Everyone Goes Home program. He noted the historical significance in the amount of money assigned to training today.

Councilperson Blomstrom appreciates the spirited discussion. With tough decisions to be made in the future, he feels the Council has started off right.

Councilperson Tackett looks forward to what lies ahead and expressed his thanks to the public for attending the meeting.

Councilperson Richardson expressed his appreciation for the public's attendance and comments. He stated it is very helpful in the Council's decision making process.

Councilperson Pettinger extends her congratulations to Chairperson James and Vice Chairperson Purchase on recent appointments. Councilperson Pettinger requests a copy of the current 2012-2013 line item budget of the FFTC, including salaries of the Director, staff, training coordinators, meeting costs, money sent to county training committees, etc. It should include a report of budgeted and actual expenditures. She also requested a copy of the proposed and approved 2013-2014 line item budget that begins on October 1, 2013. She requested a complete account of the Fireworks Safety Fund, including all revenues and expenses into and out of this fund. She requests that all council members receive this report on a monthly or quarterly basis. If Councilmembers could have the first such report to review prior to the October, 2013, meeting, that would be greatly beneficial.

11. ADJOURNMENT

A **MOTION** was made by Councilperson Richardson and seconded by Councilperson Pettinger to adjourn the meeting. **MOTION CARRIES**. The meeting adjourned at 3:02 p.m.


NEXT MEETING

October 25, 2013, @ 1:30 p.m.

Location:

Park Place Hotel, 300 E. State Street, Traverse City, MI, 49684

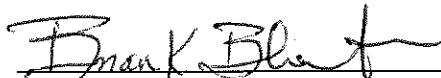
APPROVED:


Timothy James


Joseph A. Director Grutza, Manager

Chairperson

Bureau of Fire Services
Fire Fighter Training Division


Councilperson
